Barkeep – Instructions for the Reflex Bluetooth Digital Scale

These instructions are for users of the **Reflex Bluetooth** digital scale purchased from barkeepapp.com.

Users of any other digital scales and/or scales where users will enter weight manually should refer to the **BarkeepApp User Guide** for instructions. Users of an approved **Digitag Bluetooth** digital scale should refer to the **Instructions for using a Digitag Bluetooth Digital Scale**.

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Note: There are many other models of the **Digitot, Digitag Bluetooth** and **Reflex Bluetooth** digital scales available. Only those purchased from barkeepapp.com are certified to work with BarkeepApp. Other models will not work with BarkeepApp and are not supported by Barkeep. We are not able to provide assistance with or answer questions about scales purchased elsewhere.

Systems Requirements
for the Reflex Bluetooth Digital Scale

The **Reflex Bluetooth** digital scale is the newest model digital scale available from Barkeep.
To purchase a **Reflex Bluetooth** digital scale, see barkeepapp.com.

Your **iOS** Device must have **Bluetooth LE** capability.

Reflex Bluetooth
The **Reflex Bluetooth** does not require the use of any **Linea-Pro** scanner or **Infinea Tab** scanner.
The **Reflex Bluetooth** will work with any **iOS** Device with **Bluetooth LE** (Low Energy) capacity listed below.
The following **iOS** Devices are compatible with one of our **Reflex Bluetooth** digital scales:

- **iPhone 4S** or later
- **iPod Touch 5th generation** and later
- **iPad 3rd generation** and later
- **iPad Mini**

Setting up a Reflex Bluetooth Digital Scale

Batteries

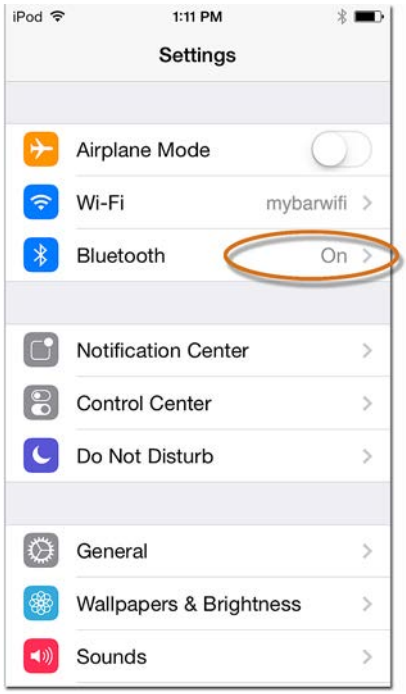
The first step is to install 4 (four) AAA batteries. The battery compartment is located on the underside of the scale. After you have installed batteries, you are ready to start using your **Reflex Bluetooth** digital scale.

Note: The **Reflex Bluetooth** digital scale has a built-in battery that can be charged with a USB charger. The built-in battery is designed to be a back-up power source. We recommend always installing AAA batteries for optimal performance.

Getting Started

After you have installed batteries, you are ready to start using your **Reflex Bluetooth** digital scale.
The instructions are simple:

1. Turn on your scale.
2. Verify that your **iOS** Device's **Bluetooth** support is turned on.
3. Launch BarkeepApp on your compatible **iOS** Device.



With the **Reflex Bluetooth** digital scale you do not need to take additional the steps to register the scale with Barkeep. You do not to "pair" the scale with your **iOS** Device(s). The **Reflex Bluetooth** digital scale works directly with your **iOS** Device. It does not require the use of a **Linea-Pro** or an **Infinea Tab** scanner.

Reminder: There are many other models of the **Reflex Bluetooth** digital scales available. Only those purchased from barkeepapp.com are certified to work with BarkeepApp. Other models will not work with BarkeepApp and are not supported by Barkeep. We are not able to provide assistance with or answer questions about scales purchased elsewhere.

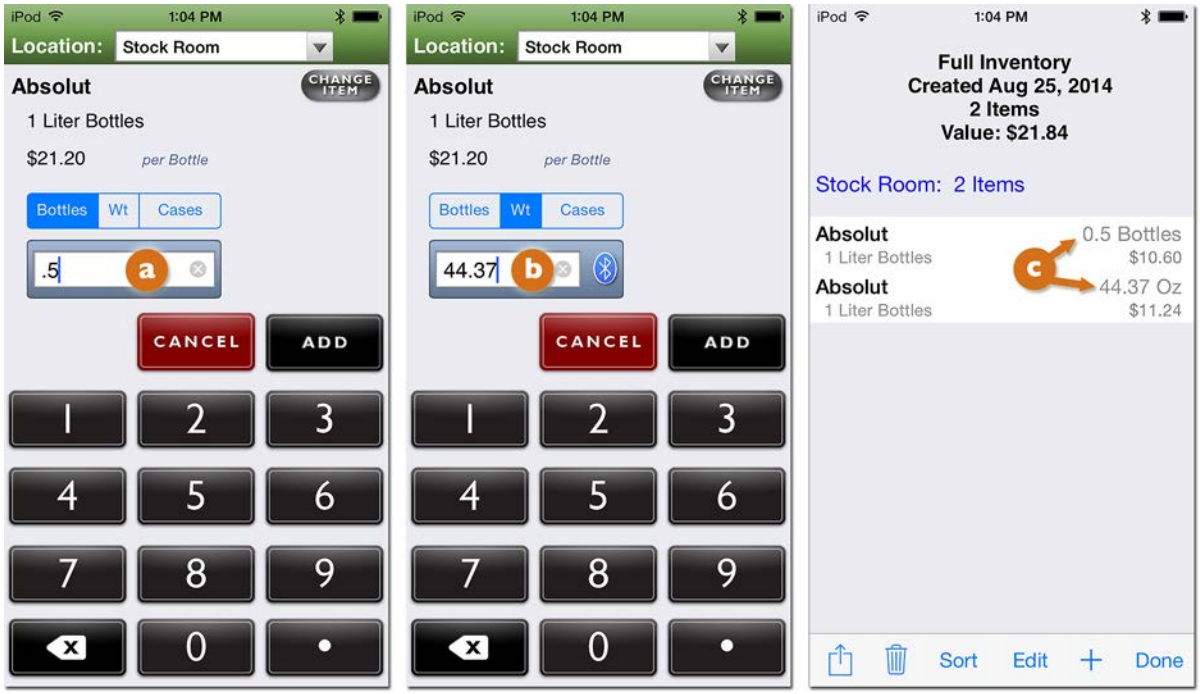
Estimating vs. Weighing – Why weigh your bottles?

There are two ways to count partial bottles and kegs. The simplest is to enter partial bottles using decimal notation (e.g., .5). However, this method requires you to estimate how much liquor is in a bottle, keg or other container. This is generally okay when you're doing a Full Inventory and the margin of error is balanced out over a large quantity. But to be more accurate, you might consider weighing your bottles. If you are trying to narrow down on a specific problem area and want an extremely accurate count, you can weigh partial bottles and add the amounts by weight.

The example below shows the difference when you estimate the quantity versus weighing the bottles.

In this example you have two bottles of **Absolut**. They both appear to be half full:

1. For the first, half full bottle of **Absolut,** you simply enter .5 and (a) press the ADD button to add the Item to your Inventory.
2. You place the second bottle on your approved **Bluetooth** digital scale. (b)
3. The scale detects the weight of 44.37 oz. Press the ADD button to add the Item to your Inventory.
4. Notice how the value of each Item is different. (c) If you had estimated the second bottle precisely you would have had to enter .533 and not. .5 Bottles.



Note: You do not have to weigh every partial bottle, only those where you want a more precise quantity. The same Inventory can contain Items that are counted by the bottle, the partial bottle where you estimate the amount (e.g., .75) as well as Items where you weigh the bottles to get a very exact amount.

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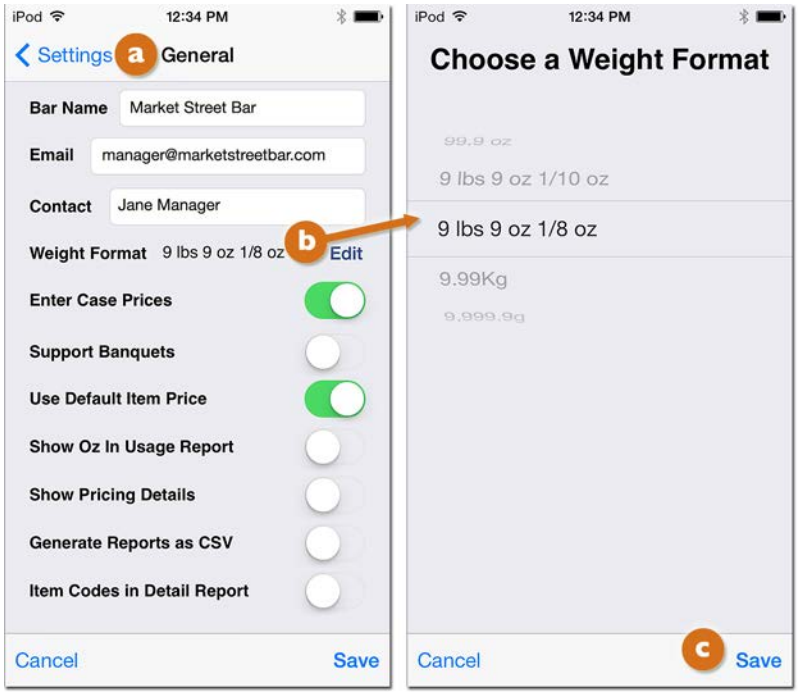
Changing the Weight Display Format

Barkeep allows you to enter partial bottle weights in pounds, ounces, 1/10 and 1/8's of an ounce rather than ounces or even kilograms or grams. This means that you do not need to translate the data from your digital scale before entering it manually into BarkeepApp. In other words, you can set BarkeepApp to match the Weight Format your scale uses.

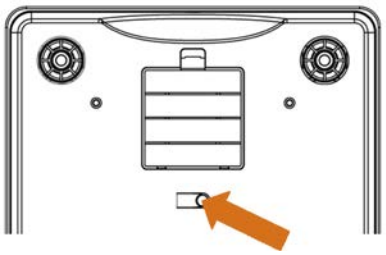
Reflex Bluetooth digital scale users can just select the Weight Format they prefer. When using the **Reflex Bluetooth** digital scale, BarkeepApp automatically displays the Weight Format you choose. The scale itself may be set to a different display format. We recommend setting the weight format on the scale to the weight format you use in Barkeep to make it easier to verify bottle weight as it is being read from the scale.

The example below shows you how to change your Weight Format and enter data in ounces:

1. Select "Settings" from the Main Screen. Next select **General**. (a) Verify that you have selected the correct weight format. (b)
   See the **BarkeepApp User Guide** for the for more details about Weight Format Settings
2. Press **Save** on the bottom toolbar (c) to save your changes or select **Cancel** to discard them.



Note: To change the **Reflex Bluetooth** digital scale's display format locate the unit button in the underside of the base of the scale. It is next to the battery compartment.
Short press the button until the desired unit is shown in the LED screen.



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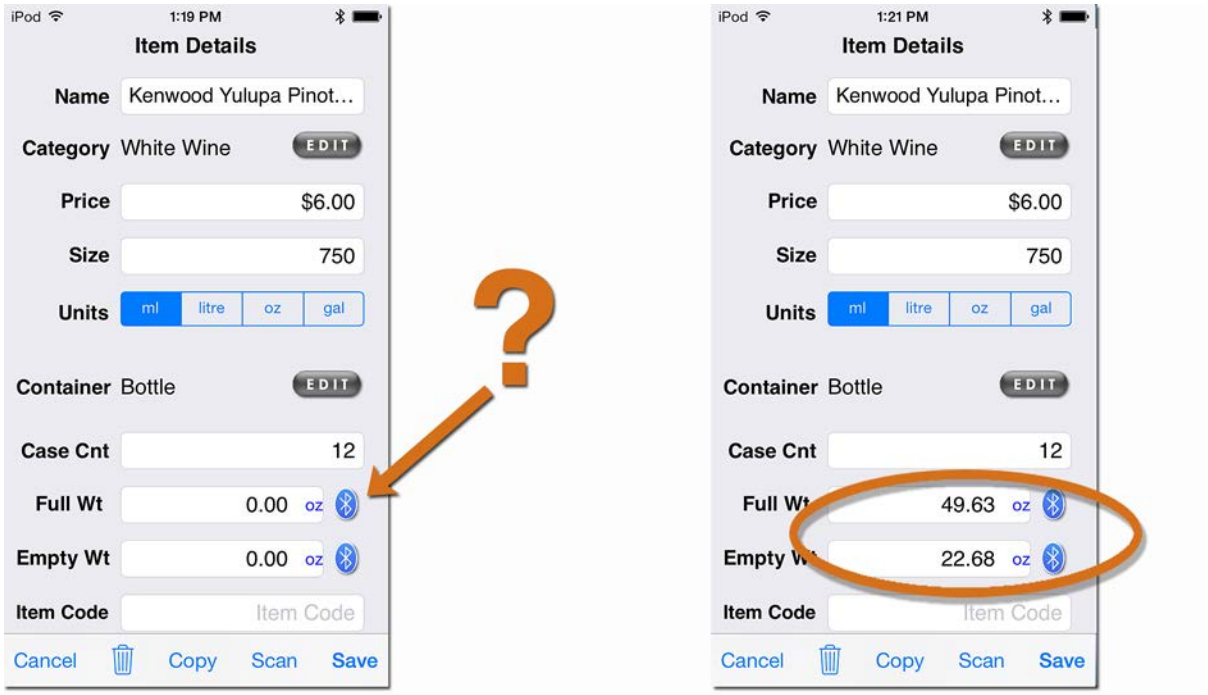
Setting Full and Empty Bottle Weight

Before you start weighing bottles during an Inventory you must make sure an Item's Full Bottle Weight and Empty Bottle Weight are included in the Item details. Many of the pre-installed "default" Items as well as some of the over 75,000 Items on the Barkeep Server have weight information.
See the **BarkeepApp User Guide** for more information on pre-installed Items.

If BarkeepApp doesn't know the weight of a full bottle and empty bottle for a particular Item, it can't determine how much of the contents are still in the bottle based on the weight of the partial bottle.
The combination of Full Bottle Weight and Partial Bottle Weight allows BarkeepApp to be highly accurate in calculating partial bottles or other container types.



Note: When you search for the Item you want to add the weight details to, be sure to check the size! Many searches will come back with the same Item in different sized bottles. Be sure to choose the product with the correct size. For example, you do not want to choose **Absolut 750ml** if you are weighing an **Absolut 1L** bottle.

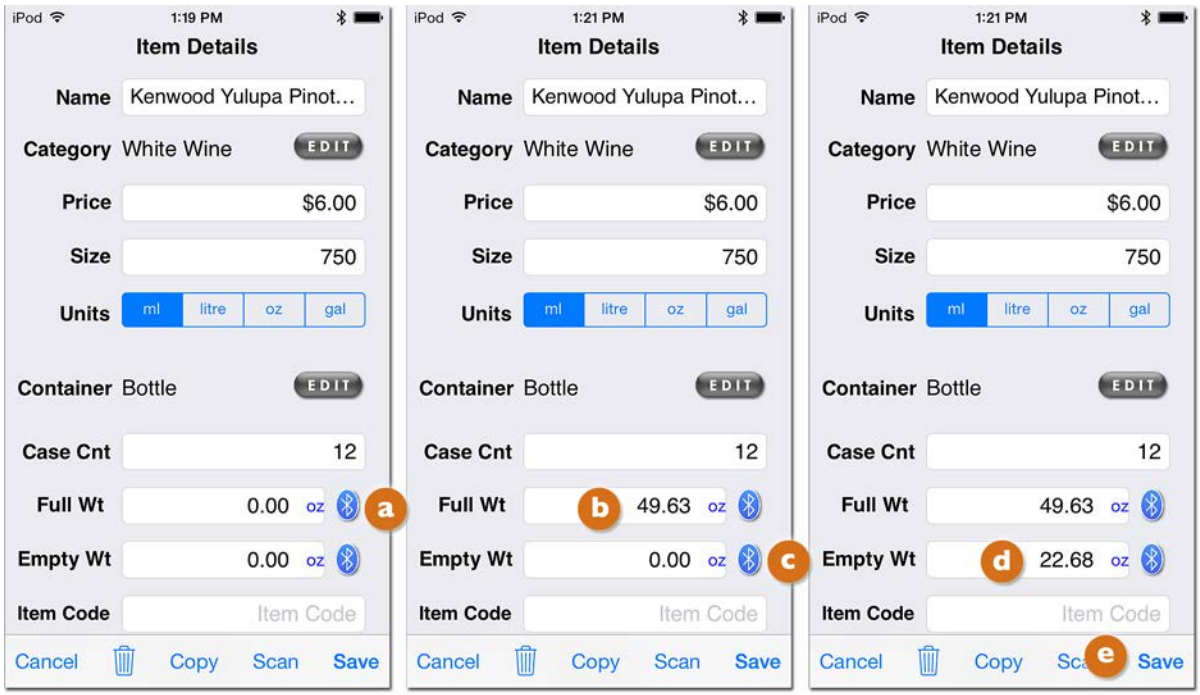
continue to next page for detailed instructions

Setting Full and Empty Bottle Weight

You can set the Full and Empty Bottle Weights when you add a new Item or you can return to that Item later and add those details. As with any Item details, you can add and edit information manually. After you weigh full and empty bottles, read the weight from the scale and enter the information into your Item's details. You may wish to review the **BarkeepApp User Guide** for instructions on editing existing Items.

With the new **Reflex Bluetooth*** digital scale you can weigh bottles and automatically add Full and Empty Bottle Weights to an existing Item by following these instructions:

1. Select the Item you wish to edit on your Items List.
2. This will take you to the Item Details screen where you can add the Full and Empty Bottle Weights for the Item.
3. Place a full bottle of your Item on your **Reflex Bluetooth**** scale.
4. Press the button with the **Bluetooth** icon (a) next to the "Full Wt" field.
5. The Full Bottle Weight (49.63 oz) (b) will be automatically added to your Item's details.
6. Place an empty bottle of your Item on the scale.
7. Repeat the steps by pressing the button (c) next to the "Empty Wt" field.
8. The Empty Bottle Weight (22.68 oz) (d) will be automatically added to your Item's details.
9. Press to **Save** the changes or select **Cancel** to discard them. (e)



Note: You should enter the Full and Empty Bottle Weights of a bottle including the pour spout if you plan to weigh partial bottles with a pour spout.

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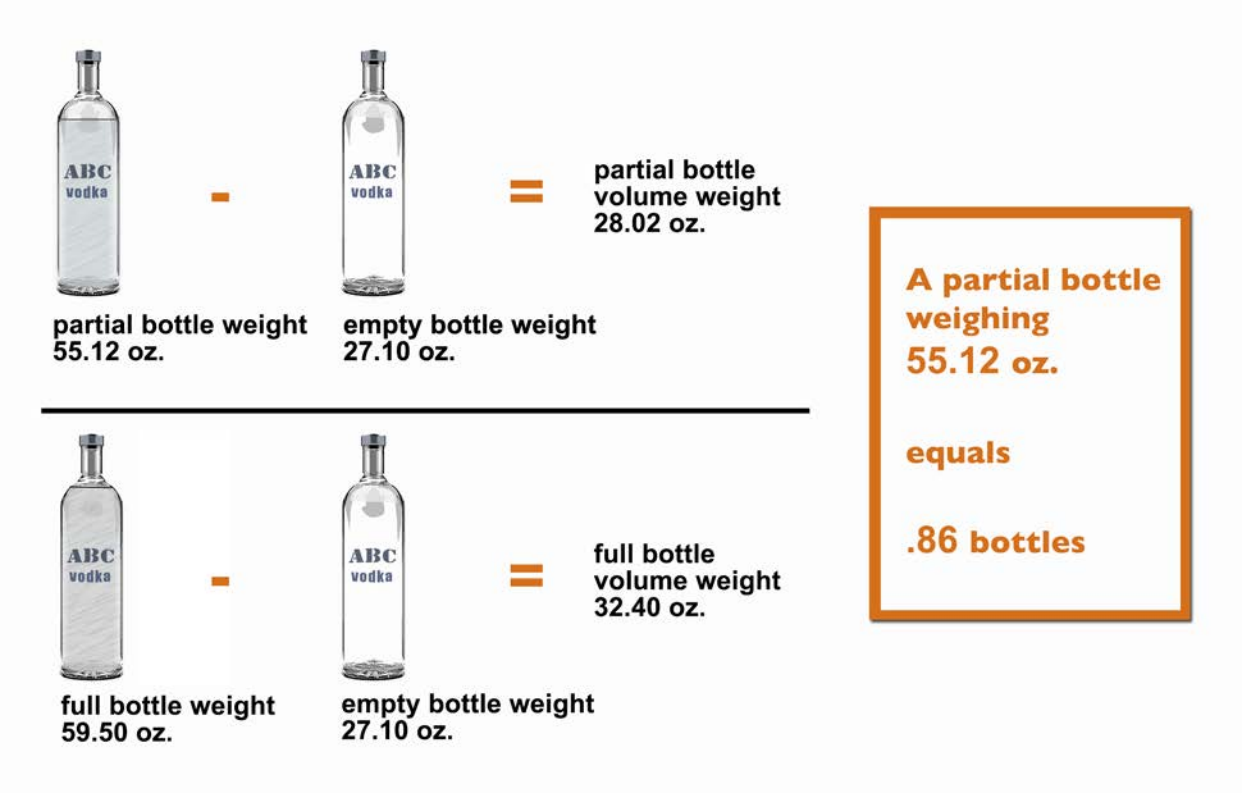
How does Barkeep calculate amounts based on Weight?

When you are conducting an Inventory and weigh a partial bottle, this is the formula that Barkeep uses for calculating the volume of liquor in a partial bottle:

*Bottle Volume * ((Partial Bottle Weight – Empty Bottle Weight) / (Full Bottle Weight – Empty Bottle Weight))*

Below is an example showing an Item that has the Full Bottle Weight and Empty Bottle Weight added into the Item Details.



What happens if I do not enter a Full Bottle Weight and an Empty Bottle Weight for an Item?

Ideally each partial bottle you weigh will be for an Item where you have entered the Full and Empty Bottle weights. Many Items in the Barkeep database already have Full and Empty Bottle weights by default.

BarkeepApp will allow you to enter weights of partial bottles without Full and Empty Bottle weights. You will receive a pop-up alert warning, but still be able to enter the weight information. Without Full and Empty Bottle weights added to the Item's detailed information, your results will be far less accurate. At a minimum we recommend adding a Full Bottle weight for each Item you intend to weigh.

If there is no Full Bottle Weight information for an Item in the Item Details, Barkeep will add the Item's volume to the Empty Bottle Weight to calculate a default Full Bottle Weight.

- For example, a one-quart (32 oz.) bottle will be given a Full Bottle Weight of the Empty Bottle Weight plus 32 ounces.
- A one-liter bottle will be given a Full Bottle Weight of the Empty Bottle Weight plus 33.81 ounces (1 liter = 33.81 oz.), etc.
- If there is no Empty Bottle Weight information for an Item in the Item Details, Barkeep will calculate the Empty Bottle Weight by subtracting the Item's volume from the Full Bottle Weight. If the Full Bottle Weight is also not set, then the Empty Bottle Weight will default to 0.

Using a Reflex Bluetooth Digital Scale

Are you connected?

The **Bluetooth** icon will appear next to the weight fields on the Inventory Item Entry screen to indicate that your **iOS** Device is communicating with your approved Reflex **Bluetooth** digital scale.

Troubleshooting

If you cannot see the **Bluetooth** icon:

- Make sure that your scale is on.
- Next to the scale's weight display is a battery indicator light. Green indicates the built-in battery is fully charged. Red indicates the built-in battery charging process has not been completed.
- Make sure your **iOS** Device and scale are near each other. For example, if you leave the area where you are conducting your Inventory, it may take a moment for your **iOS** Device and **Reflex Bluetooth** digital scale to reconnect after you return.
- You can only use your **Reflex Bluetooth** digital scale with one **iOS Device** at a time. Check that another **iOS Device** is not connected to your scale. For example, if you are taking Inventory with your **iPad** and using the **Reflex Bluetooth** digital scale, your **iPhone** cannot also be connected to your scale.
- Next to the scale's weight display is a wireless indicator light. The light indicates if the scale is wirelessly connected to any computer or **iOS** Device.
  Note: An older **iPhone** or **iPod Touch** might detect a new **Reflex Bluetooth** digital scale, but it will not be compatible with the **Reflex Bluetooth** unless it is an **iPhone 4S** and later or an **iPod Touch 5th generation** and later.
- Verify that the **iOS** Device and digital scale you are using are compatible.
  See page 2 for System Requirements.
- Exit and restart BarkeepApp
- Turn off and restart your **iOS** Device.

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Weighing the Bottles

To weigh a bottle with a **Reflex Bluetooth** digital scale and automatically add the amount to an Inventory:

1. Select the Item. a
2. Switch the quantity format b from Bottles to Wt.
3. Place your bottle on the scale.
4. Wait a few seconds for the scale to register the partial bottle weight. You are ready when the weight display shows a constant, non-changing reading.
5. Press c the **Bluetooth** icon to automatically detect the weight from the scale.
6. BarkeepApp will automatically fill the quantity field with the weight that it receives from the scale.
7. If the weight displays **0**, you may have pressed the **Bluetooth** icon before the scale had completed reading the partial bottle weight. Please verify that the weight has been read correctly before proceeding. If you place a bottle on the scale and it reads **0**, press the **Bluetooth** icon a second time.
8. Press the ADD button d to add the Item to the Inventory or CANCEL to discard it.

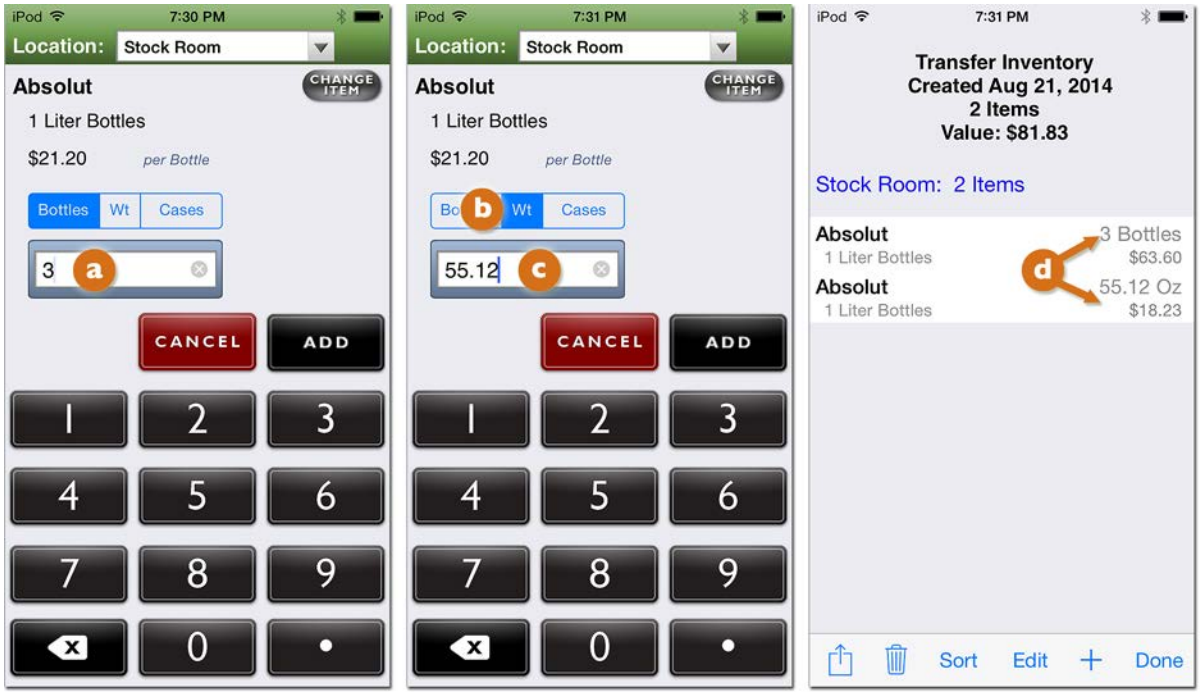
Note: The maximum weight that can be placed on the **Reflex Bluetooth** digital scale is 5000g or 10 lbs. For larger Items (i.e. Kegs) you will need to use a higher capacity scale and enter the weight manually.

Adding Multiple Entries for the same Item

Important: To add partial bottles by Weight, you will need to make separate entries for full bottles and an entry for each individual partial bottle.

For example, if you have three full bottles of **Absolut** and one partial bottle, you will need to:

1. Add the (a) **3** Bottles and press ADD.
2. And then add the individual partial bottle by re-selecting **Absolut**.
3. Press the "Wt" button (b) on the Unit Selection control.
4. Place the partial bottle on the scale.
    a. Weigh the bottle on a digital scale and manually enter the number of ounces (c) (For example, 55.12 oz) and press the ADD button.
    b. Or have the **Bluetooth** digital scale automatically detect the weight from the scale.
5. Note that the Inventory now includes two Item entries for **Absolut**. (d) The three full bottles and the individual bottle weighing 55.12 ounces.



Note: It is easy to forget to switch back and forth between Full Bottles/Kegs/Cans and Wt on the Unit Selection control, so we recommend that you first enter all of the full bottles, and then enter all of the partial bottles by weight afterwards so that you don't forget to switch back and forth.

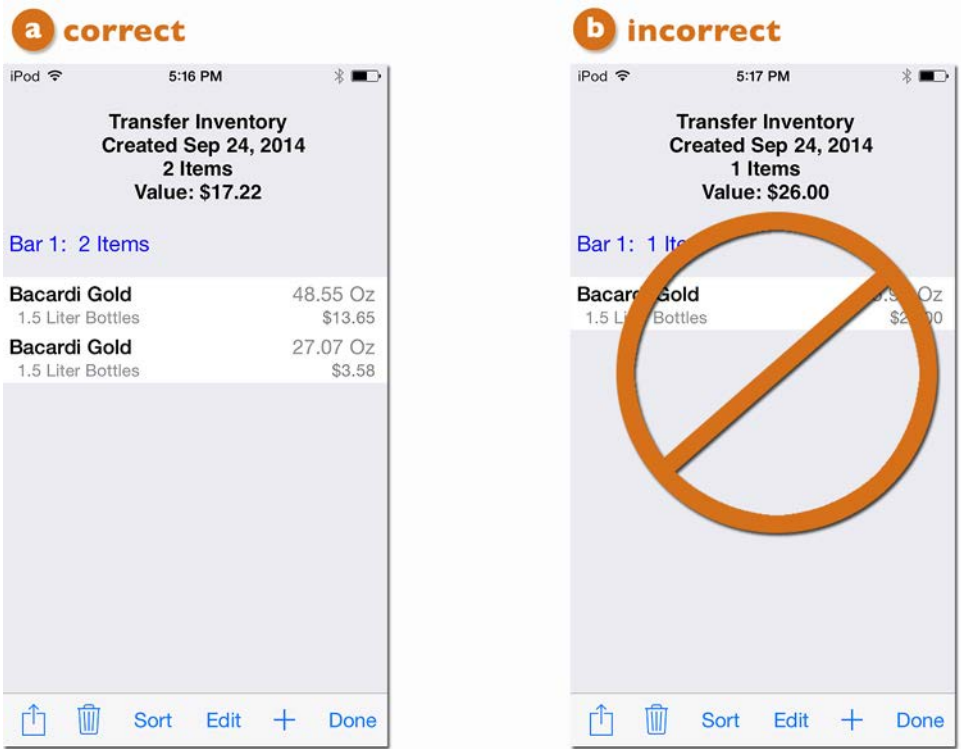
Weighing the Bottles (cont.)

Important: Always weigh one bottle at a time!
Never add together multiple partial bottles as a single weight entry.

BarkeepApp will automatically deduct the weight of a single bottle to determine the quantity of liquor that remains in the bottle. If you add the weights of more than one bottle together, there is no way for BarkeepApp to know how many bottles to deduct from the weight entered.

The example below shows an instance where two partial bottles of **Bacardi Gold** were weighed and added to an Inventory:

- In the correct version, a each bottle was weighed one at a time. The weight of each bottle was entered manually or automatically using an approved **Reflex Bluetooth** digital scale.
- In the second, incorrect version, b both bottles were placed on the scale together.
  The total weight of both bottles was entered manually or automatically using an approved **Bluetooth** digital scale.



- Also note that the total value of all both Items is shown as $17.22 in the correct version a above. When the bottles are weighed incorrectly and b both bottles are placed on the scale together, the volume amount (quantity) will be incorrect. The value shown in the incorrect version is $26.00 Incorrect amounts in your Inventories cause your Reports to be inaccurate.

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Weighing the Bottles (cont.)

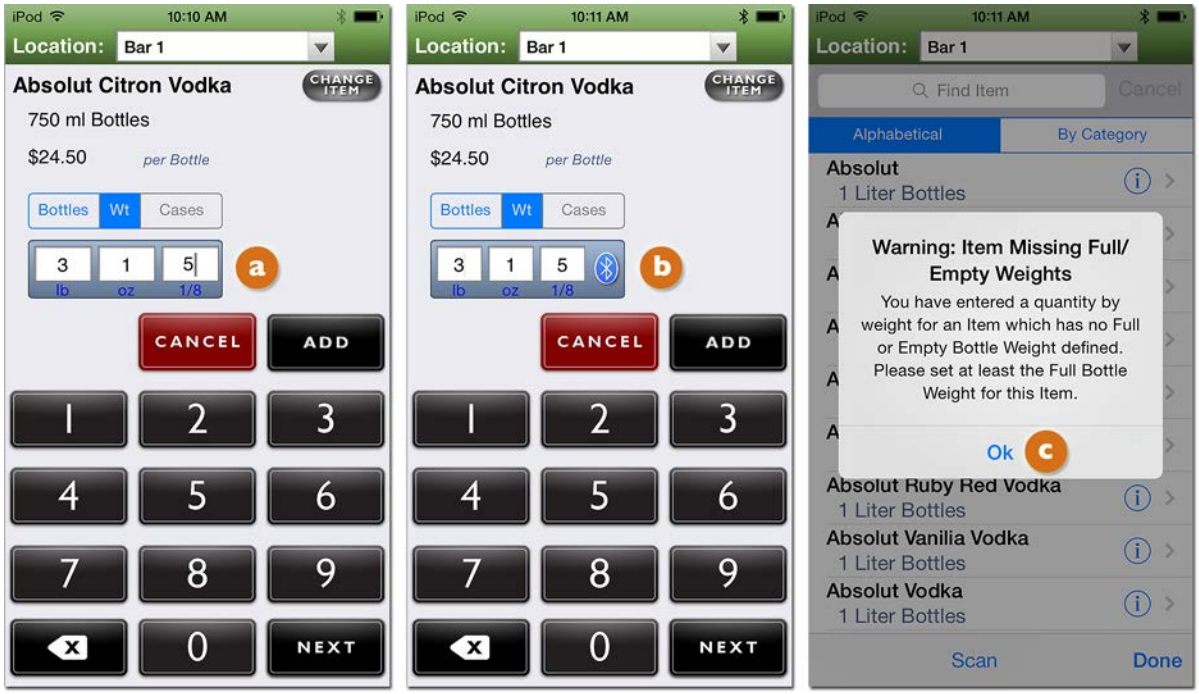
Weighing Items with Incomplete Information

BarkeepApp will allow you to enter weights of partial bottles without Full and Empty Bottle weights. You will receive a pop-up alert warning, but still be able to enter the weight information. Without Full and Empty Bottle weights added to the Item's detailed information, your results will be far less accurate. At a minimum we recommend adding a Full Bottle weight for each Item you intend to weigh.

See page 7 for details on how BarkeepApp uses default weights when Full and/or Empty Bottle weights are missing.

Below is an example to show what happens when an Item is weighed and there is either a missing Empty Bottle Weight, Full Bottle Weight or both:

1. You can weigh the bottle and enter the quantity manually (a) or have the **Bluetooth** digital scale automatically (b) detect the weight from the scale.
2. When your press the SAVE button or the ADD button you will get a warning if the Item is missing information.
3. Press "Ok" to finish adding the Item to your Inventory. (c)



4. The partial bottle will be added to the Inventory, but the amount will not be as accurate as if the Item Details included the Empty Bottle Weight and Full Bottle Weight.
   This is generally okay when you're doing a Full Inventory and the margin of error is balanced out over a large quantity. But to be more accurate and focus on a specific problem area, you should add the Empty Bottle Weight and Full Bottle Weight to any Items you plan to weigh.